

**MORRIS K. UDALL FOUNDATION
U.S. INSTITUTE FOR ENVIRONMENTAL CONFLICT RESOLUTION**

**CHARTER
NATIONAL ECR ADVISORY COMMITTEE**

- 1. Name.** The name of the committee will be the National ECR (Environmental Conflict Resolution) Advisory Committee.
- 2. Objective and Scope.** The Committee will provide advice to the director of the U.S. Institute for Environmental Conflict Resolution (the Institute) and to the Board of Trustees of the Morris K. Udall Foundation regarding future program directions, including the Institute's role in connection with implementation of Section 101 of the National Environmental Policy Act of 1969 (42 U.S.C. 4331).
- 3. Duties.** The Committee will advise the Institute director and the Foundation board of trustees regarding program directions for the Institute, including: its role in implementing section 101 of the National Environmental Policy Act of 1969 (42 U.S.C. 4331); identification of critical environmental, natural resources, and public lands issues; opportunities to further the use of collaborative processes; areas in which conflict resolution services are needed; new directions in the field of conflict resolution; and evaluation of services and programs.
- 4. Duration.** The Committee will terminate two years from the date of this charter unless sooner terminated or renewed by the Institute director.
- 5. Official to Whom Committee Reports.** The Committee reports to the Institute director, who shall serve as the Designated Federal Officer (DFO).
- 6. Administrative Support.** The Institute will provide administrative support for the Committee.
- 7. Estimated Annual Budget.** The estimated annual operating costs are \$190,000, including 1.4 FTEs per year for staff support.
- 8. Membership.** The Committee shall have no more than 30 members, appointed by the director of the Institute. Each member shall be appointed to a two-year term and may be reappointed to a second term, in the discretion of the Institute director. Any vacancies shall be filled by appointment of the Institute director.

Members shall be chosen to provide a balanced cross-section of viewpoints concerning environmental issues and the field of environmental conflict resolution. Accordingly, representation may include but not be limited to the following: environmental advocates, resource users, affected communities, state and local governments, tribes, federal environmental and resource management agencies, the conflict resolution and legal communities, and academic institutions.

Members serve without compensation but will be reimbursed for travel and per diem expenses at current rates for government employees in accordance with 5 U.S.C. 5703.

9. Officers. An initial chair and vice-chair shall be chosen from among the membership by the Institute director to serve for the first year of committee operation. The committee members shall elect a chair and vice-chair to serve the second year. Thereafter, the committee members shall elect a chair and vice-chair every two years. The vice-chair shall serve as chair in the chair's absence.

10. Meetings. The Committee shall meet at least twice a year. Meetings may be called more often by the DFO. Consistent with the provisions of the Federal Advisory Committee Act, no meeting shall be held in the absence of the DFO or an agency employee alternate named by the DFO. An agenda for each meeting must be approved in advance by the DFO or a designated alternate, who may cancel or adjourn any meeting when he/she determines that to do so is in the public interest.

Meetings will be open to the public, except when the Foundation Committee Management Officer determines that the meeting or a portion of the meeting will be closed to the public in accordance with the Government in the Sunshine Act or that the meeting is not covered by the Federal Advisory Committee Act. Any organization, association or individual may attend meetings, file a statement with the Committee or appear regarding topics on a meeting agenda. The chair may require prior notification by those desiring to be heard, set presentation time limits, or require that presentations be reduced to written materials and copies filed with the Committee.

The committee shall seek to reach consensus when providing advice and recommendations. If the committee determines that consensus is not possible, it shall determine whether to vote and whether to provide majority and minority opinions.

11. Subcommittees. The chair is authorized to establish subcommittees or task groups from among the membership or the public to perform specific assignments, with the approval of the DFO. A subcommittee chair shall be a Committee member.

12. Reports. All Committee and subcommittee reports and recommendations will be submitted by the chairperson to the Institute director. Minutes of each meeting will be kept, showing those present, an accurate summary of matters discussed and conclusions reached, and copies of all documents received by the Committee. The chair and DFO shall certify the meeting minutes. Subject to 5 U.S.C. 552, the records, reports, minutes, agenda and other documents made available to the Committee will be available for public inspection in the offices of the U.S. Institute, 110 S. Church Avenue, Suite 3350, Tucson, AZ 85701, at reasonable times.

13. Termination Date. The Committee is subject to the provisions of the Federal Advisory Committee Act, 5 U.S.C. Appendix 2, and shall take no action unless the charter filing requirements of section 9 of FACA have been complied with. The Committee is subject to biennial review and will terminate two years from the effective date, unless prior to that time the charter is renewed in accordance with section 14 of FACA.

13. Effective Date. The effective date will be the filing date.

Christopher L. Helms
Executive Director
Morris K. Udall Foundation

Date signed

Date filed